

Vacancy Details

Personnel Notice: 108-15
Date Announced: 09/25/2015
Closing Date: 11/6/2015
Command: MSC
Grade: GS-14/15
Type: Associate Counsel

There is an expected vacancy in the Military Sealift Command (MSC) Office of Counsel for an attorney to serve as Associate Counsel with primary duties in acquisition and fiscal law. This position will be filled in Norfolk, Virginia, where MSC is consolidating the Office of Counsel over the next fifteen months. The MSC Office of Counsel consists of twenty-eight attorneys and four support staff members assigned to offices located in the Norfolk headquarters as well as the Washington Navy Yard, San Diego, Singapore, Italy, and Bahrain.

The MSC Office of Counsel provides legal services to MSC headquarters and field activities. MSC is a major Navy Command and a component of the joint service United States Transportation Command. MSC is responsible for a variety of missions, including providing strategic sealift for the Department of Defense, direct fleet support to the Navy combatant fleet, and conducting special missions involving the operation of ships for Department of Defense components. MSC is unique in that it is both a fleet operational agency and a procurement activity. MSC operates a fleet of approximately 110 Government-owned and privately-owned Government chartered ships consisting of dry cargo vessels, tankers, naval auxiliary ships, and special mission ships. MSC's Government-owned ships are operated either by civil service mariners or contract operators who employ private sector mariners. For additional information on MSC and the Counsel for the Military Sealift Command, go to www.msc.navy.mil/.

The incumbent is expected to be responsible for matters that fall within the traditional Department of the Navy OGC areas of practice, with an emphasis on acquisition and fiscal law matters, and related litigation. The successful candidate is expected to render legal advice and assistance, perform legal research, and develop, prepare, advise, and represent MSC in a broad range of legal issues and must be a subject matter expert in federal acquisition law. The attorney selected for this position will be expected to work with senior MSC leaders, including program managers and senior representatives of the contracting and comptrollers officers. The incumbent may also be called upon to provide support in traditional OGC areas of practice, including ethics, investigations and maritime law.

This position has a full performance level of GS-15 and is expected to be filled at the GS-14/15 level, depending upon the qualifications of the successful applicant. Eligibility for consideration at the GS-15 level requires applicants to have five and one half years of recent and relevant legal experience in the federal acquisition and fiscal law area of practice. To be eligible for consideration at the GS-14 level, the applicant must have three and one-half years of recent and relevant legal experience and training in federal acquisition law. Experience before the Government Accountability Office (GAO) is required; experience before the Armed Services Board of Contract Appeals or the Federal Courts is highly desirable.

Applicants will be evaluated on the following criteria: (1) the relevance of their recent federal acquisition and fiscal law experience; (2) their written and oral communication skills; (3) their record of success contributing to a legal team/organization; and (4) their interpersonal skills, including their ability to develop and maintain strong relationships with senior clients. Familiarity with MSC and the Department of the Navy is preferred. Applicants with a record of making significant contributions to the advancement of the DON OGC or equivalent Office of the General Counsel or Law Firm/Office beyond the day to day legal practice are desired.

The successful applicant must have graduated from a law school accredited by the American Bar Association, be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. territory, or the District of Columbia, and be admitted to practice before a state or federal court. U.S. citizenship is a requirement and the successful applicant must be able to obtain and maintain a SECRET security clearance.

To apply for this vacancy, applicants must submit a resume and cover letter that address the evaluation criteria for this position. Applicants selected for interviews will be asked to provide writing samples, references and their two most recent performance appraisals. These materials will be considered in the evaluation process. Electronic applications are requested and may be submitted to Mr. Robert Elwell, Associate Counsel at Robert.Elwell@navy.mil. Applicants should also contact Mr. Elwell in the event that they have questions about this position. Documents not sent electronically should be sent by some form of express delivery to:

Mr. Robert Elwell
Associate Counsel, Military Sealift Command, N00L
914 Charles Morris Court, SE

Washington Navy Yard, DC 20398

This personnel notice will close on November 6, 2015 and applications must be received by 11:59 PM Eastern Standard Time on the closing date to be considered.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

Applicants eligible for veterans' preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit www.opm.gov/veterans and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying veterans' preference for attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor in the attorney hiring process. Applicants who do not claim and do not provide adequate supporting documentation for veterans' preference will not receive the positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Policy Statement:

https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement

Legal and Regulatory Guidance: https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance

If relocation expenses are a requirement, the applicant should state their requirement for this expense in the application package. Relocation expenses may be paid, but are not guaranteed.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER

The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.

The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

VETERANS PREFERENCE IN HIRING

Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetpref.htm>.